



CITY OF DURHAM | NORTH CAROLINA

Date: October 29, 2013

To: Thomas J. Bonfield, City Manager

Through: W. Bowman Ferguson, Deputy City Manager

From: Joel V. Reitzer, Jr., Director, General Services Department

Subject: Amendment to Carter Goble Associates, LLC professional services contract for additional consulting services for Police Headquarters/Annex facilities and 911 Operations Center

Executive Summary:

The General Services Department and Durham Police Department (DPD) continue the site selection analysis for the new Police Headquarters and Annex Facility. Further, the General Services Department continues to advance the 911 Center facility project. Accordingly, a contract amendment with the existing public protection master plan consultant, Carter Goble Associates, LLC (Carter Goble) is recommended for additional expert consulting services that will advance the progress of work to include further site analysis, cost estimating, site functional relationship planning and review of technical engineering factors.

The proposed additional consulting scope of work includes:

1. Support for Police Headquarters/Annex site acquisition process, including review and analysis of surveys, geotechnical data, utility data provided by City and program cost estimates.
2. Police Headquarters/Annex Facility program validation, and site adaptation
3. Project Procurement and Delivery Method analysis for Police HQ/Annex, including evaluation of cost, schedule and project delivery recommendations.
4. Aid in development of Police HQ Design and Construction Procurement documents for design and construction.
5. 911 Operations Center program validation and development of design procurement documents

This request is for authorization to issue a contract amendment with Carter Goble for additional services for the Police HQ/Annex and 911 Center project development process.

Recommendation:

The Department of General Services recommends that the City Council:

Authorize the City Manager to execute a contract amendment to the Durham Police Master Facility Contract with Carter Goble Associates, LLC in an amount not to exceed \$280,000.00, so that the total contract amount will not exceed \$429,977.00.

Background:

The Durham Police Department (DPD) received City Council approval of CIP funding in the amount of \$150,000 in FY 2009/2010 to select a consultant to provide services to evaluate, plan and recommend methods and means for delivering future programs and future facilities for the DPD. The General Services Department issued a Request for Qualifications (RFQ) and conducted interviews of the top four qualified responding firms. The evaluation team recommended Carter Goble Associates, Inc., (Carter Goble) of Columbia, SC, to perform the consulting services requested in the RFQ.

A contract, dated June 29, 2010, was executed by the City and Carter Goble Associates, Inc., in the amount of \$49,802.00, to provide for Phase I services, including initial information and data collection, and other professional consulting services identified in the RFQ. In August, 2010, the City entered into a contract amendment with Carter Goble in the amount of \$100,175.00 to provide Phase II services for the Police Master Facility Program. Carter Goble Associates, LLC is the successor in interest to Carter Goble Associates, Inc.

Funding is available for the contract amendment from balance of funds from the Police Headquarters (HVAC) project CK001.

Issues/Analysis:

City Staff has advanced the DPD HQ/Annex by developing and narrowing the potential sites to 3 locations. Community meetings were conducted this summer to ensure that stakeholders' feedback was received regarding the 3 sites. Additional professional consulting services are required to assist in site selection, best practices and industry specific analysis of proposed delivery methods and development of design and construction procurement documents. Carter Goble has served as the DPD and 911 program developer and their specific knowledge of the DPD and 911 functions and space program is critical to continued program adherence during the design and construction phases. Carter Goble will serve as the professional consultant to the City during both project life cycles to ensure compliance with the accepted programs.

Alternatives:

An alternative is to not proceed with an amendment for additional services. This alternative is not recommended. Independent consulting services from industry professionals is necessary so that the City may make informed decisions regarding the HQ/Annex project and 911 Center project development.

Financial Impacts:

Project Funding		
Pay-As-You-Go (CIP Funding FY2009/2010)		\$150,000.00
Certificates of Participation (Residual		\$280,000.00

Funds - Police Department Headquarters)		
Total Project Funding		\$430,000.00
Funding Uses Summary		
Prior:		
Carter Goble professional services contract		\$149,977.00
Other Owner expenses	3505K901-731003-CK105	\$23.00
Total		\$150,000.00
Current:		
Carter Goble Amendment 2	3505K903-731003-CK001	\$280,000.00
Total		\$280,000.00
Funding Uses Total		\$430,000.00

SDBE Summary:

This is a contract amendment. The Department of Equal Opportunity/Equity Assurance did not conduct a compliance review in accordance with the Ordinance to Promote Equal Business Opportunities in City Contracting.